



208 S. Cameron St. PO Box 220 Hillsborough, NC 27278
Telephone: (919) 245-2350 Fax: (919) 644-3318 Email: vote@orangecountync.gov

2023 Municipal Candidate Filing FAQs

When to File:

- Friday, **July 7, 2023 12:00 Noon** through **Friday, July 21, 2023 12:00 Noon**
- Tuesday, July 18, 2023 by 5:00 pm is the deadline to withdraw your candidacy for this election

Where to File: *Candidates must file in the county where they are registered to vote*

Orange County Board of Elections
208 S. Cameron Street
Hillsborough, NC 27278

Qualifications to File:

- You must be a registered voter in this county
- You must live within the municipality or school district for which you are filing as a candidate
- You must be at least 21 years old on Election Day, November 7, 2023

What to Bring to File:

- Yourself- the candidate! Filing an in-person Notice of Candidacy may not be done by a surrogate
- A valid NC Driver's License or other photo ID for identification
- Payment for filing fee
 - Fees of \$50 or less may be paid by cash, check, cashier's check, certified check or money order
 - Fees over \$50 must be paid by check, cashier's check, certified check or money order
 - Checks should be made payable to Orange County Board of Elections
- You may complete your campaign finance paperwork before you arrive. A link to the required documents is found on the 'Filing for Office' page of our website.

What to Expect When You Arrive:

- If you file on the first or last day, please be prepared to wait
- A staff member will verify your eligibility to file for the office sought
- A staff member will assist you with completion of your Notice of Candidacy and will notarize your signature
- Filing fee **must be paid** at the time of filing

Campaign Finance Information:

- Your first campaign finance disclosure report is due within 10 days of your organized date on your Statement of Organization
- Treasurers must receive training within 90 days of appointment and then once every four years
- Existing candidate committees – Please ensure that all information is current